



## **AccionSIDA Workplan**

**October 1, 1999 - September 30, 2000**

**Cooperative Agreement 517-A-00-97-07103-00**

**USAID/DR Project #517-0276**

**12 October 1999**

## Narrative

This narrative accompanies the attached timeline of proposed activities for the third year of the AcciónSIDA Project. The structure for this workplan follows the five sub-result areas which form the HIV/AIDS strategy developed by the USAID/DR mission for this project.

There are no mayor changes in strategy or approach from the previous workplans. In the third year AcciónSIDA will build upon successes and impacts.

<b>I. Deliverables/Reports</b>
--------------------------------

- A. **Annual Workplan:** After the first year, annual workplans will be developed and submitted for approval by September 30th each calendar year.
- B. **Evaluation Plan:** Annual revisions and updates will be submitted for each calendar year by January 30. AcciónSIDA will use a combination of AED staff resources and consultants in developing and implementing the evaluation plan.
- C. **Quarterly Reports:** Reports will be submitted for the corresponding quarters ending on the last day of December, March, June and September, respectively.

<b>II. AcciónSIDA Project Activity</b>
--

- A. **NGO Grants Program:** The NGO Grants Program is the primary channel for sub-result area inputs under this project. An emphasis will be placed on establishing sustainable and effective activities and programs within non-governmental organizations. NGOs are encouraged to collaborate with public and commercial networks and resources in their activities in order to expand the role and responsibilities of these sectors.
  - 1. **Review each NGO Supervision and Information System:** NGO Grants Program will continue to review NGOs personnel supervision and program activities data collection system via institutional visits during the months of October, November, December 1999 with the remaining NGOs that were not visited last fiscal year. The information will continue to be compiled and analyzed by the NGO Grants Program team with support from the Senior Program Officer and Project Director, as well as a local consultant with expertise in project monitoring. The results of this process will be used as the basis for providing appropriate NGO project monitoring and assessing possible technical assistance needs. This review will also be conducted with the NGOs of the third funding cycle once the projects are underway in the year 2000.

2. **Quarterly Reports:** NGO Grants Program Officer and Financial Officer will continue to be responsible for an ongoing monitoring of financial and technical aspects of all grant activities. Quarterly narrative reports from the grantees will complement monthly financial reports and will serve as the basis for the development of an ongoing technical assistance plan for each grantee.
3. **Project Site Visits:** External monitoring and evaluation instruments will continue to be utilized during regularly scheduled institutional field visits for data collection and analysis purposes. These instruments permit AccionSIDA to continually assess and respond to NGO technical assistance needs.
4. **Extension Evaluation of Terminating Projects:** Each terminating project that has solicited an extension will be subject to financial and program evaluation by the AcciónSIDA team. The approval for extension will be determined by the progress and sustainability of the current project and the compliance of the NGO to the AcciónSIDA requirements.
5. **Rapid Response Funds Activities:** Each proposal submitted soliciting rapid response funds is selected based on a recommendation from AcciónSIDA team. Each selected proposal is subject to pre-audit visit by an administrative staff to evaluate the organization's administrative and personnel capacity to implement proposed projects.

Each grantee is required to liquidate its AcciónSIDA funds within 6 months of approval and to provide monthly financial reports and a narrative progress report at the end of the project.

**Grant Cycle III:** Each interested NGO has been invited to present a proposal focusing on the following areas: 1) behavioral modification program for adolescents and youth, industrial and hotel employees, and sugar cane worker population; 2) support system for persons affected and infected by HIV/AIDS; and 3) detection and referral services with collaboration with public and private sector, including the ministry of health and ministry of education. The selection process started in July 1999 and will continue through December. Pre-selection for this cycle has been accomplished in September 1999. The remaining task areas are:

- a) **Pre-Auditory Visits:** AcciónSIDA team members will visit prospective NGOs selected to determine administrative capacity, using evaluation tools developed jointly by Plan and AED technical staff.
- b) **Budget Negotiations + Programmatic Review:** The grants manager, grants program officer and financial officer will negotiate the grant budgets based upon technical recommendations from the selection committee and the Project Director.

- c) **Award Announcements:** Results of the grant selection will be sent to all applicants individually in writing by the end of November 1999.
- d) **Reporting Requirements Workshop with New NGOs:** The NGO Grants Program Manager and Financial Officer will facilitate an orientation workshop in December 99 for the newly financed set of NGOs from the third funding cycle on required financial and progress reporting formats and procedures in order to assure uniformity and consistency.
- e) **Grants Start Up:** Disbursement of funds will start in December 1999 based upon a payment schedule developed during the budget negotiation phase. Grants will be awarded as they are ready for signature.

## 8. Grant Cycle #4

- a) **Filling Gaps in the Northern & Eastern Regions:** Priority will be placed on programs that address and have a regional and/or local range on the Northern and Eastern regions of the country. These regions are very vulnerable because of the tourism industry and have high HIV rates. HIV/AIDS prevention interventions in these areas, however, have been few and limited.

Since organizations in these regions have little experience in HIV/AIDS prevention, the formation of interinstitutional coalitions and alliances with organizations with greater experience will be endorsed. This funding cycle will be launched in October/2000.

- b) **Areas of emphasis** in this cycle will be programs that focus on the tourism and labor sectors. These sectors have proven to be key in the expansion of the AIDS epidemic in the DR. HIV/AIDS prevention programs thus far implemented in these sectors have proven to be successful and are ready to be replicated.
- c) The expansion of support networks for HIV+ people will be continued in this cycle. A competitive cycle similar to cycles 2 and 3 will be used.

- B. **Institutional Development:** During 1999-2000 AcciónSIDA will continue and strengthen its institutional development efforts with the NGOs.

A **Needs Assessment**, re-programmed from last year, is being implemented with the assistance of ALEPH to determine the institutional capacity building needs of each NGO. This assessment will allow AcciónSIDA to give a more effective and adequate response to the NGOs by tailoring capacity building activities to their needs. A Training and Technical Assistance Plan will be developed once the information is gathered.

Training and technical assistance activities will focus on increasing technical capacity, administrative efficiency, sustainability planning, and marketing skills. NGO training needs will be addressed on an individual and/or group basis as appropriate. One area of need which has been already identified is the strengthening of the NGO's boards of directors. This need will be addressed with the assistance of the National Center for Nonprofit Boards from Washington, D.C.

These capacity building activities build upon the institutional strengthening efforts carried out by the AIDSCAP Project during 1992-1997. During this period of time individual institutional strengthening plans were designed and implemented for the five AIDS organizations that were being supported at that time: COIN, CASCO, IDDI, CEPROSH, and ASA.

### **C. Ongoing Projects/Agencies Collaborations:**

**National AIDS Prevention Program (PROCETS):** Although there is no formal agreement with PROCETS, AcciónSIDA will continue to coordinate activities with PROCETS to assure that Project activities respond to national AIDS prevention norms. AcciónSIDA will continue to support and collaborate with mass media IEC campaigns to avoid duplication of efforts. This year assistance will be provided in the development of new campaigns for youth and the human rights of HIV+ people. Support will also be provided for the launching event of the National Strategic Plan for AIDS Prevention to be held in November and development activities to be implemented through Impact, FHI/PSI support.

**Johns Hopkins/DGPJ Project “Soy Importante”:** AcciónSIDA/AED will continue to assist John Hopkins in developing mass media campaigns and providing management support for their youth project “Soy Importante”. In doing so, AcciónSIDA coordinates with the **Government's Youth Promotion Office (DGPJ)**, who is the local counterpart to this project. During this next year AcciónSIDA's assistance will concentrate in placing TV and radio spots in mass media outlets in four provinces and developing IEC materials for a new phase of this campaign to be launched in February, 2000.

**Ministry of Health's Provincial Health Office:** Through the Instituto Dermatológico project, AcciónSIDA is coordinating with the Ministry of Health's Provincial Health Office in the South, the provision of syndromic management STD treatment services for women in reproductive age and the general population in Southwestern region.

**UNAIDS:** AcciónSIDA collaborates with UNAIDS in developing political agenda to increase the human rights application in DR. Other specifics collaboration are the world AIDS Day activities and identifies opportunities for strengthening NGO subprojects, such as the National Network of People Living with HIV (REDOVIH) project supported by AccionSIDA.

**PREVIHSA:** AcciónSIDA collaborates with PREVIHSA by providing IEC technical assistance for the national youth mass media campaign implemented by PROCETS with PREVIHSA funding. Through an agreement with the Ministry of Education PREVIHSA is actually training teachers nationwide on sexual education. Through the thematic group on Sexual Education, AcciónSIDA will try to complement PREVIHSA's efforts or address issues not previously addressed by them.

PREVIHSA, on the other hand, is a donor to the REDOVIIH Project funded by AcciónSIDA, supporting the printing of all materials for HIV+ people. This agency will also be supporting the expansion of some of the interventions sponsored by AcciónSIDA targeting commercial sex workers (CSWs), men who have sex with men (MWMs) and youth.

**HORIZONS:** AccionSIDA serves as link with the NGOs that are selected by Horizons to conduct research, coordinating and facilitating meetings and revision of instruments, etc. Research on 100% condom policy project with CEPROSH and COIN are currently underway.

### III. Sub-Result Activity Areas

#### Sub-Result Area #1: HIV/AIDS/STI Information/Service Expansion

In addition to ongoing NGO activities:

**ADOPLAFAM:** STD/AIDS prevention in youth (primarily) and adults. We continue supporting educational activities with young people and industrial workers, the distribution of educational materials among hair dressers and barber shop owners, and theater presentations in each municipal area of the project.

**IDCP:** Prevention, detection and cure of STDs and the promotion of HIV/AIDS prevention. This project is coordinating with the Ministry of Health's Provincial Health Office in the Southern region the provision of syndromic management STD treatment services for women in reproductive age and the general population in Southwest region.

**CEPROSH/TRSX:** STD/HIV/AIDS prevention among sex workers, their clients and men involved in the commercial sex industry. New strategies are being identified to develop abilities and skills in sex workers to negotiate condom use with their partners, regular customers and husband. The 100% Condom Use Program is being implemented jointly with the project to facilitate access and availability of condoms in the commercial sex businesses: brothels, bars and liquor stores.

**CEPROSH HOTEL:** STD/HIV/AIDS education at hotel workers. The first phase of this project finished in September 99. It is in negotiation for one year more to develop new strategy of marketing to hotels and industry areas.

**COIN:** STD/HIV/AIDS prevention (work environment: commercial sex, industry manufacturing and business sectors). They are identifying new strategies to develop abilities and skills in sex workers to negotiate condom use with partner, trust client and husband. These strategies are developing with 100% Condom Program to distribute educational material in brothels.

**CASCO/PROFAMILIA:** STD/HIV/AIDS prevention for youth. This project has finalized the training and formation of peer educators using the Cadena de Cambios methodology. Now, they are training public and private institutions in HIV/AIDS to work in coordination.

**CASCO/BATEYES:** Five NGOs (MOSTCHA, IDAC, CEPAC, ALA AND CASCO) working in STD/HIV/AIDS prevention in Bateye settlements. This project is in the training process using Cadena de Cambios methodology to the formation of NGOs team, peer educators, facilitators and volunteers.

**NGO Coalition:** HIV/AIDS policies, plans and initiatives. This project finished in March 99, however AcciónSIDA will continue working with the Coalition in developing an action agenda.

**IDDI:** STD/HIV/AIDS prevention for youth. They are finishing the formation of peer educators with community participation.

**MUDE:** STD/HIV/AIDS prevention in 10 – 19 age rural youth. They are in the training process to rural youth in peer methodology.

**CIAC/ASAP:** STD/HIV/AIDS prevention in 10-19 age public school students. This project received an external audit in July 99. AcciónSIDA is discussing with CIAC/ASAP to continue the training process to the young students.

**PROPAS:** STD/HIV/AIDS prevention in women reproductive age. They are finishing the formation of peer educators using Cadena de Cambios methodology. New opportunities for cycle 3 include school-based programs in the Southwest.

**Sub-Result Area #2: Increase Risk Perception and Health Seeking Behaviors Among Vulnerable Groups**

The overall strategy for this area includes two primary components: 1) NGO grants are providing support for targeted behavioral interventions for particularly vulnerable groups; and 2) NGOs are being encouraged to develop a coordinated national material development and media messaging strategy aimed at keeping a continuing and consistent stream of high quality information available to the Dominican Republic.

In addition to the grant support, AcciónSIDA will provide IEC coordination and technical assistance directly to the NGOs. The IEC Officer is working at several levels to:

- a) Support national IEC efforts (via PROCETS and PREVIHSA).
- b) Develop an integrated IEC Plan for NGOs which will serve to coordinate the efforts of the NGO grantees (and non grantees) to reduce duplication of materials, overlapping and conflicting messages.
- c) Assure implementation of the behavior change model “Cadena de Cambios” with the specific target populations. Meetings will continue with the NGOs to discuss the “Cadenas” developed for each target audience in August 99, and to identify which is most likely to be applied and for what key factors.

**Sub-Result Area #3:       Improve Political Environment for National Response to HIV/AIDS Epidemic**

- A. “ConcertAccion” Theme Groups:** AcciónSIDA, via a contract with INSALUD, has begun to convene a series of theme groups on selected strategic topics with the goal of developing an action agenda for improving the environment for positive responses to the HIV/AIDS epidemic. These Theme groups will serve as an instrument as much for the government as the civil society to create a favorable political environment for the development of interventions. It is expected that PROCETS will support and endorse this process as well as identify and move forward other thematic group themes. The ConcertAccion process, along with the National AIDS Strategic Plan, will be launched in the context of INSALUD’s Tenth Annual Forum.

The following five themes have been identified for these groups. However, they are subject to change and revision through the process.

**Sex Education Theme Group:** This theme group will analyze the current opportunities and limitations of the public school sector with regards to prevention education, and will strive to develop a consensus statement on prevention education which might be adopted by the Ministry of Education.

**Condom Access and Policy Theme Group:** Recent studies show improved but very uneven access to condoms in the Dominican Republic. This theme group will look at the efforts of both the commercial sector and the donor community, and will develop recommendations for a national strategy for improving distribution and access to low cost condoms. The starting of this group could be the National Condom Policy Draft document, to be written by PROCETS.

**Tourism Sector Theme Group:** The tourism industry represents a major access point for creative and timely responses to the spread of HIV/AIDS, but has not been proactive on this front as a whole. This theme group will focus on defining positive roles and activities within the tourist industry, and will strive to increase the active involvement of key players within the tourist industry.

**Labor Force Theme Group:** Free trade zones and other major industrial employers represent another under-developed resource network for responding to the HIV/AIDS epidemic. This working group will strive to engage new industrial leadership and to promote replicable partnerships between management, labor and service providers.

**Bateye Theme Group:** This theme group will have an special importance on defining policies and strategies aimed at priority groups: haitians, dominican-haitians and dominicans that live in poor conditions at the areas surrounding the sugar cane plantation settlements.

- B. AIDS NGOs Coalition Activities:** The Coalition of AIDS NGOs is the institution through which the NGOs channel their demands and advocacy activities. AcciónSIDA will continue working with the Coalition in developing an action agenda that includes: implementation of the National AIDS Strategic Plan, Application of the AIDS Law 55-93, strengthening of the National AIDS Council (CONASIDA), and protect the human rights of VIH+ people.

<b>Sub-Result Area #4: Affected Population Support Systems</b>
--

Community based support networks for persons living with AIDS are a relatively new area of work for USAID supported projects, and AcciónSIDA has two projects which are focusing on this population. The projects deal with social issues such as stigma, abandonment, job-loss and family rejection which are particularly hard on single mothers living with AIDS.

For a second time, this year AcciónSIDA will host a National Symposium on Affected Population Support Systems to bring more visibility and thought to this area of intervention.

**Sub-Result Area #5: Improve Access to and Use of Data**

AcciónSIDA is working in four primary areas with regards to access and use of scientific data:

- A. Resource base:** AcciónSIDA is compiling a resource base of relevant studies and databases that assure working groups will benefit from the best available information as they conduct their duties. Additionally, NGOs working in the HIV/AIDS field will have timely access to information for use in their program designs and refinements.

- B. **Prisoners KAPB Study:** This study will provide information on the knowledge, attitudes, practices and behaviors on STD/HIV/AIDS among prisoners in the southwestern region of the country. It will be conducted by the Dermatological Institute.
- C. **Quarterly NGO Coordination Encounters:** AcciónSIDA will host quarterly meetings for NGOs and project staff to share experiences, lessons learned and address issues that are relevant to the NGOs, and to increase coordination mechanics to developing general topics.
- D. **Study Publications:** AcciónSIDA will print and distribute relevant results of the baseline studies conducted to increase information about HIV/AIDS and the target audiences.
- E. **Qualitative Studies:** AcciónSIDA will conduct some qualitative studies among target audiences in which the collected baseline data was limited, such as men who have sex with men and women in reproductive age. These qualitative studies will serve to further establish the determinants of the behaviors that we want to promote in the target populations.